

Members Present: Petty, Kent

Absent: Sloan

Others Present: Mayor Palm, Adm. Geick, Atty. Truman, B. Zeman, C. Haggard, P. Cannon, T. Pinion

Call to Order –Ald. Petty called the meeting to order at 6:15p.m. noting compliance with the Open Meeting Law. Moved by Kent, seconded by Petty to approve the minutes of June 23, 2020 and carried unanimously. Moved by Kent, seconded by Petty to approve the agenda and carried unanimously.

Action Items

- a) **Accounts Payable** – Moved by Kent, seconded by Petty to recommend to Council for approval of the accounts payable for **\$787,567.53**. Motion carried unanimously.
- b) **Uncollectible Write offs** – The Committee reviewed the list of uncollectible indicating \$93.14 of delinquent personal property, \$1,241.44 of accounts receivable, and \$20,139.68 of CDA accounts receivable. Moved by Kent, seconded by Petty and carried unanimously to write off the uncollectible accounts.
- c) **City Administrator Recruitment** – Mayor Palm advised that after negotiations with GovHR, they are willing to re-conduct the search for a new City Administrator at a cost to not exceed \$2,500, for advertising only. Ald. Petty confirmed that the \$2,500 will come out of Fund Balance as an unexpected expenditure. Moved by Petty, seconded by Kent and carried unanimously to recommend to Council for action.
- d) **Carnegie-Schadde Public Library** – P. Cannon explained that USDA requires that we have the following lease documents approved before the loan: A) The prelease agreement between the CDA and The City basically says we are going to do a lease agreement and here are the terms. B) The proposed Lease Agreement between the CDA and the City is the final lease that is enacted once we close on the property and do the final financing. C) The proposed Sublease Agreement between the City and Carnegie-Schadde Memorial Public Library, under (B) allows the City to do a sublease to the Library Board for use of the facility. Per State Statutes, Chapter 43, gives the Library Board certain powers, including control of the facility once it has been given to them. This was approved by the CDA and will be presented to the Library Board on July 21st. Moved by Kent, seconded by Petty and carried unanimously to recommend to Council for action.
- e) **TIF 7 & 8** – P. Cannon noted that TIF law allows to incur costs for 27 years. They have changed these laws to allow for an automatic standard extension for 3 years and also allows for an additional technical college 3 year extension. In summary, both of these TIDs can be extended for an additional 6 years. The projection is showing that TID 7, the Teel area, will not have ample increment to payoff existing debt. The extensions will allow the debt to be paid off, pay off the developer, and recover the City's costs of approx. \$265,000. TID 8, the downtown area, is being held afloat by TID 6, which will no longer be able to donate to any TIDs as it will have to be closed in a few years. Moved by Kent, seconded by Petty and carried unanimously to recommend all three documents to Council for action.
- f) **CARES Act** – A) Wisconsin Election Commission (WEC) CARES Act Subgrant Agreement - Clerk Zeman explained that the WEC has awarded \$4.1M in subgrant funds that will assist in offsetting COVID related elections costs. This money can be used towards the additional costs for ballots, postage for absentees, and OT wages. In order to be eligible for the money, we are required to sign the WEC CARES Act Subgrant Agreement. B) Federal Coronavirus Aid, relief, and Economic Security (CARES) Act Funding purchasing – C. Haggard is requesting that the purchasing policy requirement that unbudgeted items be approved by Finance and Council be waived for COVID related purchases. These purchases will still require approval from the City Administrator. Moved by Petty, seconded by Kent and carried unanimously to recommend both items to Council for action.

Information Items

- a) Baraboo Transit service 1st & 2nd Qtr. Financial Statements
- b) Airport Financial Statement

Adjournment – Moved by Kent, seconded by Petty and carried to adjourn at 6:45pm.
Brenda Zeman, City Clerk